

Date Received _____

Written in Office Calendar _____

FUNDRAISER FORM

GROUP: _____

CONTACT PERSON: _____ PHONE: _____

FUNDRAISER TYPE: _____

LOCATION: _____

DATE(S) _____

DAY(S) _____ TIME: _____

ELDER IN CHARGE OR KEY PERSON: _____

_____ I shall contact the Facilities Administrator at 732-349-1550 x205 at least five days prior to the fundraiser if I am in need of the following (give details):

TABLES (how many): _____

ELECTRICAL USE: _____

OTHER EQUIPMENT: _____

APPROVED BY: _____ DATE: _____

Operations Administrator

****NOTE:** You are responsible to find volunteers for the set up and break down of any tables, equipment, etc. that is used during your fundraiser. Thanks!